



NETAC Workshop

Join Us! Come hear Paul Hattimer, CCM explain LinkedIn and how you can benefit from being an expert on this technology.

Purpose: **Remove the guesswork and connect social media to business and personal results!** Attendees will learn:

1. What Social Media is and why it is important
2. Social Media Platforms
3. The Rise of LinkedIn
4. Settings
5. Status Updates
6. Building a Profile
7. LinkedIn Groups
8. Mobile Access
9. Search Features
10. Linking to other Social Media Platforms

2 RECERTIFICATION POINTS PENDING

A LIGHT BREAKFAST AND BEVERAGES WILL BE AVAILABLE BEGINNING AT 8:15 AM!



Kim Grubbs Photography will be on hand to take head shots of attendees! (Separate registration and \$10 fee required . Receive 2 photos and jpeg file emailed to you.)

FOR MORE INFO, CONTACT:

Beth Grace, CAP

beth.grace@verizon.net

(214) 912-4243 PHONE

ATTIRE: BUSINESS CASUAL



**ALL PROCEEDS BENEFIT
2012 IAAP EFAM HOST COMMITTEE**

Social media includes web-based and mobile technologies used to turn communication into interactive dialogue.

Date

Saturday, February 25, 2012

Social media has substantially changed the way organizations, communities, and individuals communicate.

Time

8:30 am - Noon

About IAAP

IAAP encompasses a variety of administrative professionals from all types of industries and businesses. We offer valuable opportunities to enhance skills through local, regional and national educational programs and conferences, network with other administrative professionals and foster friendships that will last a lifetime.

Workshop Cost

Payment Method	Seminar Only	Seminar + Headshot
Check	\$30	\$40
PayPal	\$31	\$41
OnSite	\$35	\$45



PRE-REGISTRATION IS REQUESTED.

Please complete registration form and:

1) Send to: BETH GRACE, CAP at 2126 Wilesta Dr. / Irving, TX 75061-6959

OR

2) E-mail to: beth.grace@verizon.net

Location

U.S. Bowling Congress
621 Six Flags Drive
Arlington TX 76011

Sponsor

North East Texas Area Council IAAP

Pre-Registration Deadline: Monday, February 20, 2012

REGISTRATION



Please PRINT all information and submit completed form
with your payment to Beth Grace, CAP (see full contact information below):

Name: _____

Mailing Address: _____

City / ST / Zip Code _____

Email Address: _____

Phone #: _____

Method of Payment: (Check box and Circle Payment Amount)

	Seminar Only	Seminar + Headshot
<input type="checkbox"/> Check*	\$30	\$40
<input type="checkbox"/> PayPal^	\$31	\$41
<input type="checkbox"/> OnSite	\$35	\$45

* Checks to be made payable to: 2012 IAAP Grapevine Convention

^ Credit Cards accepted only through PayPal @ www.iaap2012.org Payment ID#: _____

Registration / Payment is available at the door on day of workshop

Recertification Points will be awarded at completion!



All proceeds will benefit
2012 EFAM Host Committee



Send completed registration form to:

- Beth Grace, CAP **PHONE:** (214)912-4243 / **beth.grace@verizon.net**
- **Mailing address:** 2126 Wilesta Dr. / Irving, TX 75061-6959